



NEW RESIDENTIAL PROJECT CHECKLIST

Required With Construction Permit Application

ALL PLAN SETS SHALL BE COMPLETE AND FULLY ASSEMBLED

In order to provide excellent service to the Town of Gilbert’s customers, each submittal must meet the minimum requirements as listed on this form, or your submittal will not be accepted by the Development Services Staff.

Applicant

Staff

- Two (2) sets of construction plans
Plan set shall include (but not be limited to), Site plan or Typical plot plan, Floor plan, Elevations, Electrical plan, Gas piping diagram, Braced or Shear wall plan, Foundation plan, Framing plan, Plumbing fixture schedule, Sections and Details
Site plans are not required for interior remodels
Site plans for properties not located in a Platted subdivision must be sealed by Civil Engineer or Surveyor
Plan must clearly show how braced walls meet Code requirements (unless lateral analysis is provided)
- Two (2) copies of all structural calculations and cut-sheets
- One (1) copy of Soil Report (if report is not already on file with Gilbert) or Engineer analysis/acceptance
(See “Soil Investigation & Reports” flier for more information)
If soil report is used plan must note provider and report number
- Two (2) copies of Energy Code Compliance documentation (if R-values are less than code minimum)
- Site Grading and Drainage Plan for lots requiring on lot retention
Check subdivision list or with Gilbert Engineering Division to confirm requirement of G&D plan
If Property is located in Flood Plain the Site or Grading and Drainage plan must be sealed by a Registrant
- Design Review Board approval number for “Builder Standard Plans” _____

Note: The following subdivisions require Fire Sprinklers:

- Agridopia
- Cascade

The Town of Gilbert is currently enforcing the 2012 IRC, 2006 IECC (as a minimum energy code) with Town Amendments. Wind Design 90 mph – Exposure B, Seismic Design Category B